

GLENBROOK HIGH SCHOOLS
Office of the Superintendent
Glenview - Northbrook, Illinois

To: Members of the Board of Education

From: Michael D. Riggle

Re: Packet for September 24, 2012 Board Meeting

Date: September 20, 2012

The primary focus of the second board meeting in September is the adoption of the budget for FY 2013. The open session agenda is short, but we anticipate a longer closed session that will allow us to discuss collective bargaining.

On October 1, we will make an official count of student enrollment for the State of Illinois. We also use class enrollments on that date to begin determining the staffing needs for the 2013-2014 school year. At this time, the enrollment at GBN is 2,058 as compared to a projected enrollment of 2,060 and the enrollment at GBS is 2,727 as compared to a projected enrollment of 2,747. We will now be collecting enrollment data from each feeder district to calculate a projected enrollment for 2013 and subsequent years.

As you review the packet materials, please feel free to contact me with any questions or concerns. I hope you enjoy another weekend of great weather.

Agenda

3. **Students and Staff Who Excel**

At this meeting, we will be honoring Grant Rushing, a GBN football player who was named a player of the week in the Chicagoland area by the Chicago Bears. Please see Ms. Geddeis' memo.

4. **Recognition of Community Visitors**

I am not aware of any community visitors who wish to speak. However, we should anticipate possible speakers during the budget discussion.

8. **Approval of Consent Agenda Items**

6.1 Appointments – There were no appointments or resignations.

6.2 Resignations/Terminations – There were no appointments or resignations.

6.3 FOIA – The district received three FOIA requests:

1. Diane Rado requested, “For each of the graduating classes of 2008, 2009, 2010, 2011, and 2012 at Glenbrook North and Glenbrook South, please provide the number of students at each high school who applied; the number of students admitted, and the number of students who enrolled in each of the highly-selective colleges/universities listed on the spreadsheet.

For the Class of 2012 ONLY at North and South, please list, for each of the highly-selective colleges/universities on the spreadsheet: The ACT composite score and GPA for each student who applied. (Please use the highest ACT score, from Prairie State testing or testing on a national ACT testing date.) YES or NO, to show if the student was admitted. YES or NO, to show if the student enrolled.” The request was received on August 29, 2012 and response sent on September 6, 2012 via e-mail.

2. Todd Shields requested, “All school district 225 legal costs pertaining to the complaint against the district filed by citizens organized to save the tax-cap.” The request was received on August 29, 2012 and response sent on September 6, 2012 via e-mail.
3. Kwame Asante requested, “information of all employees of schools offering Supplemental Educational Services (SES) be provided to our organization: Full Employee Name, School district assigned email address, School Site presently employed, Grade/subject taught or title of position employed, Physical Address of School Site employed.” The request was received on September 11, 2012 and response sent on September 13, 2012 via e-mail.

6.8 Academic Attainment – I recommend approval.

6.9 Administrative Compensation Reporting Requirements (P.A. 96-0434) – Each year, the district is required to post the salaries of all administrators on the district website by October 1. We are required to have board approval for the document that is posted. The posted spreadsheet is the same base document that has been posted each of the last two years. – I recommend approval.

6.10 FTE Adjustment – I recommend approval.

6.11 Student Information System Recommendation – There have been no changes to the SIS proposal since our discussion on September 10. – I recommend approval.

6.12 Repurposing Aquianis Stipend Funding – There have been no changes to the proposal that was discussed on September 10. – I recommend approval.

6.13 Board Policy & Procedures 8280 – Student Records – There were no additional changes to the policy or procedures. I recommend approval.

6.14 GBE Contracts – At our last meeting, the Board approved a list of stipend positions for teachers in the GBE program for the fall semester. Since that time, Mr. Santa has identified the need of an additional English Literature class to be taught no Monday evenings. He is in the process of identifying a certified teacher to fill the need. Since the position will be only 14 weeks long, the stipend will be less than the amount advertised for a first year position. - I recommend approval.

7. **Transition Program Overview**

During the closed session discussion in early August, the Board requested an opportunity to learn more about the Transition Program in the Special Education Department and how it has grown over the last few years. Jennifer Pearson has prepared a short presentation for the Board and will be happy to answer questions. The Transition Program has become a significant challenge for the staff since it is not housed in the two high schools and is outside normal special education programming. This challenge has fallen primarily to the teachers in the program and Mrs. Pearson. Since this program is above and beyond the normal job responsibilities of Mrs. Pearson and her assistant, it is necessary that we begin to consider the staffing level that is appropriate to provide adequate services to these students and their families.

8. **Resolution Authorizing Intergovernmental Agreement and Easements with Village of Northbrook**

As part of the turf project at GBN, it is necessary to increase the overall water detention for the proposed field. The best opportunity to provide additional detention at a reasonable cost is to expand the detention area located on the west side of the campus. Originally constructed on land owned by the Village, it will be expanded to the south on District 225 property that is not used for athletic activities. This expansion will provide the needed detention required by the Metropolitan Water Reclamation District (MWRD) for the turf field and will add to the overall detention for residents in the adjoining neighborhoods. To accomplish this, an intergovernmental agreement is needed to properly define the roles of both the Village and District 225. The detention basin will now involve land from both District 225 and the Village of Northbrook and requires easements from each, as well as conditions for moving forward collaboratively and addressing any potential expenses that may occur in the future.

The intergovernmental agreement requires approval by the District 225 Board, the Village Board and the Northfield Township Board. The District 225 and Village Boards are both meeting on September 24 and the Township Board will be meeting on October 1. As you can see, this is a delicate process to coordinate and the agreement has been a difficult one to craft to the desires of both entities with the detail necessary for moving forward in the MWRD process. Therefore, please review the agreement to make sure that the major elements meet with your approval and not with the intent of proposing inconsequential language changes.

Drawings, soil samples and model testing for the additional detention has been completed. As soon as an agreement is reached, the project will be filed with MWRD. We do not anticipate any problems with the approval process and it should be ready by the time that bids are advertised in February. I recommend approval of the proposed resolution.

9. **Adoption of the Final FY2012/13 Budget**

This is the final step in the budget process. Following the completion of the hiring process, the numbers within the budget have now been finalized. Mrs. Siena will be presenting the final budget Monday night and will review the variances and adjustments between the tentative and final budgets and will be discussing the overall financial position of the district using the financial dashboard reports and the five-year financial projection. Please take time this weekend to review the budget document, financial projection and dashboard reports and contact me with any questions or points of concern.

Closed Session

I anticipate the following items in closed session:

1. Two student disciplinary cases - GBS
2. Certified staff performance review - GBS
3. Negotiations discussion with legal counsel